



**MINUTES AND MEMORANDA OF A MEETING
OF
THE BOARD OF DIRECTORS OF
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY**

Held: October 22, 2020

A regular meeting of the Board of Directors of the Indiana Housing and Community Development Authority (“IHCDA” or “Authority”) was held on Thursday, October 22, 2020, at 10:00 a.m. telephonically.

The following individuals were present telephonically: Lieutenant Governor Suzanne Crouch; Indiana Treasurer of State Kelly Mitchell; Mark Pascarella (Indiana Public Finance Director designee); Board Member G. Michael Schopmeyer; Board Member Andy Place, Sr.; Board Member J. June Midkiff; J. Jacob Sipe (IHCDA Executive Director); members of the staff of the Lieutenant Governor, members of the staff of the Authority, and the general public. Board Member Tom McGowan was not in attendance.

Suzanne Crouch served as Chair of the meeting, and upon noting the presence of a quorum, called the meeting to order. Shenna Robinson served as Secretary.

I. Approval of Minutes

A. Meeting Minutes

A motion was made by Andy Place, Sr. to approve the September 24, 2020 Meeting Minutes, which was seconded by Michael Schopmeyer and the following Resolution was unanimously approved:

RESOLVED, the Minutes of the Board meeting held on September 24, 2020 are hereby approved to be placed in the Minute Book of the Authority.

II. Real Estate

A. Award Recommendations for the Indiana Housing First Program

Chairperson Crouch recognized Zach Gross, who presented Award Recommendations for the Indiana Housing First Program.

Background:

The Indiana Housing First Program was established through state legislation in 2017 to provide rental assistance and supportive services to individuals and families with a serious and persistent mental illness, a chronic chemical addiction, or a serious and persistent mental illness with a co-occurring chronic chemical addiction who are also facing a housing crisis or exiting a residential treatment program. The program uses a Housing First model, meaning that services provided are voluntarily selected by participants and are predicated on a harm reduction approach to addiction. Housing First is an approach that aims to quickly and successfully connect individuals and families experiencing a housing crisis to permanent housing without preconditions or barriers to entry. Supportive services are offered to maximize housing stability and prevent returns to homelessness or treatment programs.

Process:

On June 15, 2020, IHCDA released an updated policy and Request for Qualifications (“RFQ”) with an informational webinar conducted on June 22, 2020. Responses to the RFQ were due on July 13, 2020. Eligible respondents were 501(c)(3) non-profit organizations, public housing agencies, or units of local government. IHCDA received seven responses requesting an aggregate award of \$2,100,000. IHCDA has a total of \$942,062.59 available for allocation.

An IHCDA selection committee individually reviewed all responses and then met as a group to discuss the merits of each. The selection committee’s review and funding recommendation was based upon the following factors:

- Compliance with the RFQ submission requirements;
- Experience of respondent, particularly experience administering rental assistance programs, providing supportive services, and utilizing the Housing First model;
- Financial capacity;
- Readiness to proceed, as demonstrated by identification of appropriate partners and implementation timelines;
- Program design, including but not limited to proposed tenant selection plan, service delivery model and budget; and
- Past award performance.

Key Performance Indicators

IHCDA will track the following Key Performance Indicators for this Housing First Award:

1. The total number of households served under the program
2. The amount of funds disbursed
3. The number of participants that remained stably housed upon discharge of the program

**Table A
Applications Recommended for Funding**

Award #	Lead Applicant	Counties Served	Award Requested	Award Recommended
HFP-20-001	Aurora, Inc.	Vanderburgh County	\$300,000	\$157,010.44
HFP-20-002	Community Health Network Foundation	Clinton, Howard, and Tipton Counties	\$300,000	\$157,010.43
HFP-20-003	Housing Opportunities, Inc.	Porter, LaPorte, and Starke Counties	\$300,000	\$157,010.43
HFP-20-004	Human Services, Inc.	Bartholomew County	\$300,000	\$157,010.43
HFP-20-005	InteCare, Inc.	Boone, Hamilton, and Madison Counties	\$300,000	\$157,010.43
HFP-20-006	Volunteers of America of Indiana, Inc.	Marion County	\$300,000	\$157,010.43
Total:			\$1,800,000	\$942,062.59

The application listed in Table B below is not recommended for funding.

**Table B
Application not Recommended for Funding**

Lead Applicant	County Served	Reason for Denial	Award Requested	Award Recommended
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Otis R. Bowen Center	Wabash County	Threshold Requirements	\$300,000	\$0
Total:			\$300,000	\$0

Following discussion, a motion was made by Kelly Mitchell to approve an aggregate award of Indiana Housing First Program funding in an amount not to exceed \$942,062.59 to the six organizations set forth in Table A. The motion was seconded by J. June Midkiff. The motion passed unanimously.

RESOLVED, that the Board approve an aggregate award of Indiana Housing First Program funding in an amount not to exceed \$942,062.59 to the six organizations set forth in Table A, as recommended by staff.

B. HOME Tenant Based Rental Assistance Award Recommendation

Chairperson Crouch recognized Zach Gross, who presented a HOME Tenant Based Rental Assistance Award Recommendation.

Background:

The HOME Investment Partnerships Program (HOME) funds can be used to provide direct rental assistance to low-income households. HOME funded Tenant Based Rental Assistance (HOME TBRA) is a rental subsidy that helps make up the difference between what a renter can afford to pay and the actual rent. HOME TBRA can also assist with utility costs, security deposits, and utility deposits. To be eligible for this program, the household’s income must be at or below 50% of area median income.

Process:

CHDOs may apply for additional funding known as CHDO Operating Supplement funds. Under normal circumstances, a CHDO Operating Supplement grant can only be awarded in conjunction with an approved HOME activity. Additionally, a CHDO may only receive CHDO Operating Supplement funds in an amount not to exceed \$50,000 per project and \$50,000 total within one program year. CHDO Operating Supplement funds can be used for the reasonable and necessary costs of the operation of the CHDO, including salaries, benefits, training, travel, and equipment.

The Indiana State Consolidated Plan allows IHCDA to seek programs that assist with special populations that are at risk of being homeless or currently experiencing homelessness. One of these programs is the re-entry program for persons who were formerly incarcerated and who have barriers to obtaining housing that put them at risk of becoming homeless. An August 2018 report published by the Prison Policy Initiative shows that people who have been incarcerated experience homelessness at a rate almost seven times higher than the general population.¹ In IHCDA’s experience of working with re-entry programs, these programs have increased housing stability and decreased recidivism when they are coupled with a good partnership between courts, supportive services, and housing. Therefore, IHCDA has designed its HOME TBRA program to exclusively serve income-eligible households in which at least one member was formerly incarcerated. For the purpose of this program, formerly incarcerated is defined as (1) persons exiting the corrections system with a preference for persons currently exiting and at risk of homelessness due to a lack of stable housing or (2) individuals currently experiencing homelessness who were formerly incarcerated.

Process

The final policy manual and Request for Qualifications (“RFQ”) were released on June 15, 2020 with an informational webinar conducted on June 23, 2020. Responses to the RFQ were due on July 13, 2020. Eligible respondents were 501(c)(3) non-profit organizations. IHCDA received four responses requesting an aggregate award of \$1,200,000. IHCDA has a total of \$1,200,000 available for allocation.

An IHCDA selection committee individually reviewed all responses and then met as a group to discuss the merits of each. The selection committee’s review and funding recommendation was based upon the following factors:

- Compliance with the RFQ submission requirements;
- Experience of respondent administering rental assistance programs;
- Financial capacity;
- Readiness to proceed;

¹ <https://www.prisonpolicy.org/reports/housing.html>

- Program design; and
- Past award performance.

Key Performance Indicators

IHCDA will track the following Key Performance Indicators for this HOME TBRA Award:

1. The total number of households served under the program
2. The amount of funds disbursed
3. The number of participants that remained stably housed upon discharge of the program

Table A

Award #	Lead Applicant	Counties Served	Award Requested	Award Recommended
TB-020-001	Aurora, Inc.	Vanderburgh	\$300,000	\$300,000
TB-020-002	Human Services, Inc.	Bartholomew, Johnson, Shelby, Jackson, and Decatur	\$300,000	\$300,000
TB-020-003	Community Health Network Foundation	Howard, Clinton and Tipton	\$300,000	\$300,000
TB-020-004	HVAF of Indiana, Inc.	Marion, Hamilton, Hancock, Shelby, Johnson, Morgan, Hendricks, and Boone	\$300,000	\$300,000
Total:			\$1,200,000	\$1,200,000

Following discussion, a motion was made by G. Michael Schopmeyer to approve an aggregate award of HOME Tenant Based Rental Assistance funding in an amount not to exceed \$1,200,000 to the four organizations set forth in Table A. The motion was seconded by Andy Place, Sr. The motion passed unanimously.

RESOLVED, that the Board approve an aggregate award of HOME Tenant Based Rental Assistance funding in an amount not to exceed \$1,200,000 to the four organizations set forth in Table A, as recommended by staff.

C. 2020 Rental Housing Tax Credit General Set-Aside – Moving Forward 2020

Chairperson Crouch recognized Evan Thie, who presented a 2020 Rental Housing Tax Credit General Set-Aside Moving Forward 2020 recommendation.

Background:

Pursuant to the 2020 – 2021 Qualified Allocation Plan (QAP), 10% of available low-income housing tax credits (LIHTC) will be set aside for developments that further IHCDA’s mission, goals, initiatives, and priorities irrespective of the ranking by the evaluation factors. IHCDA will exercise its sole discretion in the allocation of the IHCDA General Set-Aside.

On August 5, 2019, IHCDA released a Request for Qualifications (RFQ) announcing that the 2020 General Set-Aside will take on the challenge of providing integrated affordable housing for persons with intellectual and developmental disabilities by implementing innovative technologies to improve quality of life and independence. In addition, each respondent was required to identify another innovative aspect of its proposed development.

IHCDA partnered with the Indiana Family and Social Services Administration Division on Disability and Rehabilitative Services (DDRS) and the Energy Systems Network (ESN) to identify a team of subject matter experts (SME) in the areas of built environment, accessible design, adaptive technology, smart home technology, positive health outcomes, finance and policy, and transportation. These industry experts worked with the two development teams selected through the RFQ to help them create an innovative systems approach to designing their housing development.

Process

Interested respondents were invited to respond to the RFQ by September 30, 2019. Within the proposal, each respondent was asked to identify a lead person for each of the following six categories and provide a resume for each.

1. **Quality of Life** : Experience and knowledge regarding services that can improve overall quality of life, including positive health outcomes (access to healthcare, healthy food options, public health needs, fitness and wellness, etc.), education, and other social services, with a focus on quality of life for persons with intellectual and developmental disabilities.
2. **Built Environment**: Experience in housing construction and design, including the use of accessible design, universal design features, energy efficiency technologies, and sustainable building materials. Experience with integrating and piloting innovative technologies preferred.
3. **Finance and Policy**: Experience in innovative financing agreements and funding sources, as well as understanding of public policy and regulatory requirements related to undertaking housing development.
4. **Transportation**: Understanding of and experience with multiple forms of mobility (e.g. mass transit, walkable communities, personal vehicles, car-sharing, biking, etc.), experience with incorporating transportation into or near development, and experience with planning for ease of transportation access. Experience with planning for transportation access for persons with disabilities preferred.
5. **Technology**: Experience with implementation of smart home technology, assistive technology, and/or artificial intelligence. Experience with integrating technology into housing preferred.
6. **Innovation Team Member**: This team member must have experiences directly related to the special innovative aspect being proposed in the RFP response.

Respondents were also required to provide a narrative for each of the following:

1. Description of development team’s experience related to developing housing (affordable and market rate).
2. Description of the development team’s experience implementing innovative concepts into housing developments. Specifically discuss any experience working with manufactures of housing supplies (such as building materials and technologies) newly deployed into the market.
3. Description of development team’s experience in serving persons with intellectual and developmental disabilities.
4. Description of development team’s experience leveraging and managing complex funding sources. Specifically discuss any innovative funding sources that have been leveraged in previous developments.

Following the receipt of seven responses, IHCDA assembled an external and cross-departmental selection committee to select two respondents to complete the Moving Forward 2020 workshop.

The selection committee’s work proceeded according to the following timeline:

Date	Item
October 1 – November 8, 2019	Review of proposals.
November 8, 2019	Attend twenty-minute presentations given by each respondent highlighting their qualifications. Presentations allowed for ten minutes of questions from the committee.
November 26, 2019	Announcement of two selected teams.

Following the presentations and review of the applications, the selection committee announced the selection of the following two teams:

	Team 1	Team 2
Lead Entity	Old Town Companies	Englewood Community Development Corporation
Quality of Life Lead	Janine Betsy, Merchants Affordable Housing Corporation	Julia Huffman, Noble of Indiana

<u>Finance & Policy Lead</u>	Stephanie Chitwood, Old Town Companies	Jonathan Ehlke, Gratus Development
<u>Built Environment Lead</u>	Justin Moffett, Old Town Companies	Craig McCormick, Blackline Studio
<u>Technology</u>	Colleen Renie, Village of Merici	Matt Belsaas, Trajectory
<u>Transportation</u>	Kristy Hayes, Village of Merici	John Marron, CityStrategies
<u>Innovation</u>	Rebecca McGuckin, Old Town Companies	Renee Davis, Near East Area Renewal

Moving Forward Workshop

Held on January 21-22, 2020 at the Indiana IoT Lab in Fishers, the workshop brought together a team of SMEs to collaborate with the developers and IHCDA to create goals and integrate high-level proposals for development projects that address accessible design, transportation, positive health outcomes, smart home technology, and adaptive technology that allows for independence for those with intellectual and developmental disabilities to afford them the opportunity to live in an integrated housing community. Over the two-day process, participants worked in breakout sessions, plenary presentations, and discussions to move from visioning and setting goals at the beginning of the first day to high-level proposals and action plans at the end of the second day. Each session had a specific predefined focus and process to move from ideation to design integration and next steps to achieve the objectives.

After the conclusion of the workshop, the developers applied the goals and outcomes of the workshop to their Moving Forward projects. The following months saw continued collaboration with DDRS, ESN and IHCDA as the developers forged ahead to build communities that set new standards for accessibility, integration, affordability, and transportation in affordable housing programs.

Application Process

In June and July of 2020, IHCDA received applications from the two developers requesting 2020 credits under the 2020-2021 QAP. The two applications underwent the due diligence process, which included financial analysis, technical review, market study review, and determination of final score. If during the due diligence process a concern or technical deficiency was discovered, a letter was sent to each applicant requesting clarification or technical correction. Each applicant was given an opportunity to comment on any scoring discrepancy. Upon completion of the due diligence process, it was determined that both developments met the 2020-2021 QAP criteria. The Development Summaries, attached hereto, provide detailed information regarding the developments.

Table A

BIN #	Owner Entity Name	Development Name & Location	LIHTC 9% Credit Recommendation	Development Fund Recommendation
IN-20-03600	North End Moving Forward, LP	North End Apartments 822 Smokey Row Road at Rohrer Road, Carmel	\$950,000	\$500,000
IN-20-03700	Passage, LP	Passage 50 Shelby Street, Indianapolis	\$950,000	\$500,000
TOTAL:			\$1,900,000	\$1,000,000

Following discussion, a motion was made by J. June Midkiff to approve an aggregate award of 9% LIHTC in an amount not to exceed \$1,900,000 to North End Moving Forward, LP and Passage, LP and an aggregate amount of Development Fund funding not to exceed \$1,000,000 to North End Moving Forward, LP and Passage, LP as set forth in Table A as recommended by staff. The development summary sheet is attached hereto as **Exhibit A**. The motion was seconded by Kelly Mitchell. The motion passed unanimously.

RESOLVED, that the Board approve an aggregate award of 9% LIHTC in an amount not to exceed \$1,900,000 to North End Moving Forward, LP and Passage, LP and an aggregate amount of Development Fund funding not to exceed \$1,000,000 to North End Moving Forward, LP and Passage, LP as set forth in Table A, as recommended by staff.

D. COVID-19 CHDO Operating Supplemental Funding

Chairperson Crouch recognized Meagan Heber, who presented an COVID-19 CHDO Operating Supplemental Funding recommendation.

Background:

The HOME Investment Partnerships Program (HOME) provides funding for the construction and/or rehabilitation of affordable housing for low and moderate-income residents. HOME funding can also be used for capacity building activities for Community Housing Development Organizations (CHDOs). CHDOs are IHCDCA-certified not-for-profit housing organizations that meet certain HOME regulations and are eligible to receive HOME funds to use as an operating supplement when carrying out a HOME-funded development.

CHDOs may apply for additional funding known as CHDO Operating Supplement funds. Under normal circumstances, a CHDO Operating Supplement grant can only be awarded in conjunction with an approved HOME activity. Additionally, a CHDO may only receive CHDO Operating Supplement funds in an amount not to exceed \$50,000 per project and \$50,000 total within one program year. CHDO Operating Supplement funds can be used for the reasonable and necessary costs of the operation of the CHDO, including salaries, benefits, training, travel, and equipment.

On April 10, 2020, the U.S. Department of Housing and Urban Development (HUD) released a memo providing guidance on statutory suspensions and regulatory waivers meant to enable participating jurisdictions affected by the COVID-19 pandemic to use HOME funds to address immediate housing needs and to help prevent spread of the virus. This guidance increased the amount of CHDO Operating a Participating Jurisdiction may set aside from 5% to 10% of its annual allocation, and waived the \$50,000 CHDO Operating Supplement funding limit and the requirement that CHDO Operating Supplement funds be awarded in conjunction with a HOME project under the 2019 Annual Action Plan.

IHCDA held a public hearing on the proposed changes to its HOME Method of Distribution on May 20, 2020 and accepted public comments between May 15, 2020 and May 22, 2020. IHCDA received no public comments. Non-profits and CHDOs that were interviewed in August 2020 as part of the Rural Road to Recovery Plan discussed the need for additional administration funding to assist with changes in how their services were conducted due to COVID-19. IHCDA amended the 2019 Annual Action Plan HOME Method of Distribution to increase the amount of set-aside funding for CHDO Operating Supplement.

Summary of Applications Received

On June 29, 2020, IHCDA began accepting supplemental funding applications for eligible CHDOs to request up to \$50,000 in CHDO Operating Supplement. The deadline for applications was August 10, 2020. Organizations who had previously been certified as CHDOs through IHCDA’s 2019 HOME Rental or Homebuyer rounds were required to submit an affidavit to certify the organization continued to meet all the CHDO requirements that had been reviewed and verified at the time of their initial application in the 2019 rounds. Non-profit organizations that had not been certified in the 2019 HOME Rental or Homebuyer rounds were required to submit the CHDO application and all required supplemental documentation. Documentation was reviewed by staff to determine if the non-profit met all federal CHDO requirements.

IHCDA received a total of eleven applications. Of the eleven applicants, IHCDA staff recommended and the Board approved ten applicants to receive CHDO Operating Supplement funding on September 24, 2020. The remaining applicant required additional time to bring its board structure into compliance with CHDO regulations. Following these adjustments, IHCDA staff recommends the additional applicant receive CHDO Operating Supplement funding.

Award No.	Applicant	Service Area (counties)	Funding Amount
CO-019-017	High Performance Government Network	Allen, Adams, DeKalb, Huntington, Kosciusko, LaGrange, Noble, Steuben, Wabash, Wells, Whitley	\$50,000.00
		TOTAL:	\$50,000.00

Following discussion, a motion was made by Andy Place, Sr to approve awarding HOME CHDO Operating Supplement funding in the form of a grant in an amount not to exceed \$50,000.00 to High Performance Government Network, as recommended by staff. The motion was seconded by J. June Midkiff. The motion passed unanimously.

RESOLVED, that the Board approve awarding HOME CHDO Operating Supplement funding in the form of a grant in an amount not to exceed \$50,000.00 to High Performance Government Network, as recommended by staff.

**E. HOME Community Housing Development Organization Predevelopment Loan
Lacasa of Goshen Inc**

Chairperson Crouch recognized Samantha Spergel, who presented a HOME Community Housing Development Organization Predevelopment Loan Lacasa of Goshen Inc recommendation.

Background:

The HOME Investment Partnerships Program (“HOME”) can be used to develop affordable housing for low income households. HOME provides funding for new construction and rehabilitation of homebuyer and rental projects and can also be used for predevelopment activities of Community Housing Development Organizations (“CHDOs”). CHDOs are IHCDA-certified not-for-profit housing organizations that meet HOME regulations related to CHDOs.

The HOME regulations define two types of predevelopment loans available to CHDOs: Site control loans which are used when the site has not been acquired to assist CHDOs in the early stages of development and seed money loans which may be accessed once the site has been acquired to cover pre-construction costs. The maximum any eligible CHDO may request for either loan, per project, is \$30,000.

Process:

The IHCDA Real Estate Department accepts applications to the CHDO Predevelopment Loan Fund on a rolling basis until funds set aside for CHDO activities have been expended. Staff reviews each application to ensure the proposed costs are eligible under the HOME regulations and the organization meets the federal definition of a CHDO.

Project Summary

Lacasa of Goshen Inc. (“Lacasa”) was selected as one of three teams through a competitive Request for Proposals through the HOME Innovation Program in January of 2020. After completing four months of targeted training and technical assistance, Lacasa is now eligible to apply for up to \$1,000,000 to support homeownership development in Elkhart County. Currently, Lacasa is evaluating nine potential parcels to develop nine units for purchase in both the cities of Elkhart and Goshen as part of Phase I of this initiative.

Lacasa is requesting a CHDO predevelopment site control loan which will assist in funding architectural, engineering, and consulting fees for their HOME Innovation Program project to assist in determining the development feasibility of these parcels in preparation for their construction application to IHCDA.

The interest rate on the loan is 0% with a repayment term of 24 months. The loan may be repaid from a construction loan or other project income. As per HOME guidelines, IHCDA may forgive the loan, in whole or in part, if there are impediments to project development which IHCDA determines are reasonably beyond the control of the CHDO.

Project Name	HOME Requested	HOME Recommended	Location	Applicant	Activity
Lacasa HOME Innovation Program – Phase I	\$30,000	\$30,000	1635, 1639, 1643,1647 Huron Street, Elkhart 212 Crescent Street, Goshen 307 & 224 S. 7 th Street, Goshen 715 N. 7 th Street, Goshen 317 S. 10 th Street, Goshen	Lacasa of Goshen, Inc.	Predevelopment Loan for Site Control

Key Performance Indicators

IHCDA will track the following Key Performance Indicators regarding CHDO predevelopment loans:

1. Track the utilization of this resource by our CHDO partners as it relates to our increased outreach and efforts to increase the number of IHCDA certified CHDOs.
2. Track the percentage of HOME projects utilizing predevelopment loans that are successful in their HOME applications.

Following discussion, a motion was made by Kelly Mitchell to approve HOME funding in the form of a CHDO predevelopment site control loan in an amount not to exceed \$30,000 to Lacasa of Goshen Inc., as recommended by staff. The motion was seconded by J. June Midkiff. The motion passed unanimously.

RESOLVED, that the Board approve HOME funding in the form of a CHDO predevelopment site control loan in an amount not to exceed \$30,000 to Lacasa of Goshen Inc., as recommended by staff.

F. HOME Homebuyer Award Recommendation - Habitat for Humanity of Greater Fort Wayne, Inc.

Chairperson Crouch recognized Samantha Spergel, who presented a HOME Homebuyer Award Recommendation - Habitat for Humanity of Greater Fort Wayne, Inc.

Background:

The HOME Investment Partnerships Program (HOME) provides funding to develop affordable housing for low to moderate income residents, including the new construction or rehabilitation of units to support homeownership.

Process:

IHCDA opened the HOME Homebuyer Funding Round on April 1, 2019. The application and policy included changes to align with the U.S. Department of Housing and Urban Development (HUD) updated guidance on HOME homebuyer activities, including new requirements on underwriting standards, lending practices and housing counseling. IHCDA held two technical assistance webinars to discuss the new HUD regulations regarding the homebuyer program, to provide an overview of the application forms, policy, and underwriting workbooks, and to answer any additional questions for entities interested in applying.

IHCDA's Homebuyer Funding is available to non-profits and local units of government with applications accepted on a rolling basis. Applicants may request up to \$500,000 per application.

On May 11, 2020, IHCDA received an application from Habitat for Humanity of Greater Fort Wayne for the development of one unit in Huntington. IHCDA staff checked the application for completeness, determined whether all threshold requirements were met, and scored the application based on requirements outlined in the HOME 2018-2019 Homebuyer Policy. The application met threshold requirements and scored above the minimum points required to be considered for funding. An applicant summary sheet is attached hereto as Exhibit B.

Key Performance Indicators

IHCDA will track the following Key Performance Indicators in relation to its HOME Homebuyer Program:

1. The total number of homebuyer units produced with HOME funds. To date, IHCDA has funded 16 HOME homebuyer units since April 1, 2019.
2. The number of certified Community Housing and Development Organizations (CHDOs) applying through this program. To date, IHCDA has certified one CHDO through this program.
3. Development benchmark tracking including release of funds, start and completion of construction, funds drawn, inspections, and the final closing.

TABLE A

Award Number	Applicant Name	Project Name	Application Score	HOME Homebuyer Amount Recommendation
HM-019-006	Habitat for Humanity of Greater Fort Wayne, Inc.	Drover Street	64	\$40,000

Following discussion, a motion was made by J. June Midkiff to approve HOME homebuyer award in the form of a grant in an amount not to exceed \$40,000 to Habitat for Humanity of Greater Fort Wayne, Inc., as recommended by staff. The Home Award Recommendation sheet is attached hereto as **Exhibit B**. The motion was seconded by Kelly Mitchell. The motion passed unanimously.

RESOLVED, that the Board approve a HOME homebuyer award in the form of a grant in an amount not to exceed \$40,000 to Habitat for Humanity of Greater Fort Wayne, Inc., as recommended by staff.

G. CreatINg Places Program Funding and Delegated Authority

Chairperson Crouch recognized Ryan Hamlett, who presented a CreatINg Places Program Funding and Delegated Authority.

Background:

IHCDA launched CreatINg Places in the fall of 2016 as a program which allows not-for-profit and local unit of government applicants to raise funds for place-based improvements or placemaking activities within their community. This program combines traditional online-based crowdfunding with a matching grant opportunity, referred to as “crowdgranting.” IHCDA and Patronicity, a private entity that has developed an online crowdgranting platform, have collaborated to administer this program.

Over the past four years, the program’s projects have driven 543,255 visitors to CreatINg Places’ website. Throughout that time, 103 of 109 projects have successfully met their fundraising goals. These 103 projects have crowdfunded \$4,197,983 from donors for which they have received \$3,519,950 in matching IHCDA funds. Including \$13,462,881 of additional project funds, CreatINg Places has leveraged \$5.02 in private investment for every dollar of IHCDA funds granted

Process:

Applications for the CreatINg Places program will continue to be accepted on a rolling basis. Therefore, staff is requesting the continuation of the Board’s approval to delegate the authority to award these matching funds to IHCDA staff. The IHCDA review team consists of the Executive Director, the Deputy Executive Director/Chief Real Estate Development Officer, and the Placemaking Manager.

Initial applications are accepted through the CreatINg Places portal located on Patronicity’s website. Patronicity works with the project developer/applicant to hone their project scope. As of May 2020, IHCDA and Patronicity have added additional steps to the project development process to address concerns related to the COVID-19 outbreak. IHCDA and Patronicity developed a series of questions for each applicant regarding social distancing during project construction and implementation and addressing the challenges of fundraising during a time of economic hardship. Additionally, each applicant is being asked to sign a memorandum of understanding requiring contractors to follow Governor Holcomb’s mask order and practice social distancing. IHCDA, Patronicity, and the project leader discuss these requirements by phone prior to advancing the project to the next step.

Once the applicant’s project page/application is complete, Patronicity reviews the project for feasibility and eligibility based on the CreatINg Places program policy manual and then forwards the application to IHCDA for approval. If IHCDA’s review team approves the application, Patronicity then works with the project team to complete the project’s crowdfunding webpage, coach crowdfunding best practices, and determine how best to market the project. IHCDA assists as needed. After the project goes live for crowdfunding on IHCDA’s portal, the project has a maximum of 60 days to raise its campaign goal. Once the project’s campaign goal is reached, IHCDA will match those funds, as described above.

The CreatINg Places 2020 Program Year Board of Directors Update, attached hereto as Exhibit C, includes more information on program statistics. Some recently funded CreatINg Places funded projects include: a river walk plaza in Monticello, a community center in Twelve Mile, and an accessible playground in Paoli.

IHCDA’s Placemaking Manager will continue to provide a CreatINg Places status update annually to IHCDA’s Board of Directors. The status update will include a list of all awards made since the last meeting as well as information regarding the

total amount of applications pending and amount of funds remaining to award under the program. The status update will also provide time for the Board to ask any questions about the program.

Key Performance Indicators

IHCDA will track the following Key Performance Indicators in relation to this Development Fund request:

1. The localities applying for project funds in order to target regions and/or communities that have not yet benefited from this program.
2. The number of project extension requests and the reasons thereof, specifically in relation to delays due to the COVID-19 outbreak.
3. The Total Private Investment (TPI) of each project.
4. The overall campaign success rate for projects launched on the Patronicity website.

Following discussion, a motion was made by Andy Place, Sr. where the Board authorizes IHCDA staff to take all actions necessary to approve the allocation of the crowdfunding grants, provided that the Board is informed of all crowdfunding awards on an annual basis, as recommended by staff. The motion was seconded by Kelly Mitchell. The motion passed unanimously.

RESOLVED, that the Board authorizes IHCDA staff to take all actions necessary to approve the allocation of the crowdfunding grants, provided that the Board is informed of all crowdfunding awards on an annual basis, as recommended by staff.

Following discussion, a motion was made by J. June Midkiff to approve the allocation of Development Fund in the form of grants, in an amount not to exceed \$1,000,000, as recommended by staff. The motion was seconded by G. Michael Schopmeyer. The CreatINg Places Program PowerPoint Presentation is attached hereto as **Exhibit C**. The motion passed unanimously.

RESOLVED, that the Board approves the allocation of Development Fund in the form of grants, in an amount not to exceed \$1,000,000, as recommended by staff.

III. Executive

A. Executive Update

Chairperson Crouch recognized J. Jacob Sipe, who presented the Executive Update.

1. Thank You:

- a. J. Sipe thanked the Board for approving all of the recommendations today but specifically Creating Places because of that investment and the impact it is having.
- b. J. Sipe mentioned the Board's trust in allowing IHCDA to have an approval process that allows IHCDA to work with these communities and approve their campaigns within 24 to 48 hours once they meet all the criteria.
- c. J. Sipe mentioned that these programs are ready to go, and there is excitement in the community, and IHCDA is able to continue to support that excitement by being efficient in how IHCDA approves the Creating Places applications that are received.
- d. J. Sipe thanked Ryan Hamlett and the partnership with Patronicity.
- e. J. Sipe thanked the Board for approving the process that IHCDA uses. He stated that the approval process goes a long way in making this a successful program.

2. ESG Rental Assistance Program:

- a. J. Sipe mentioned that at last month's Board Meeting the Board approved the Emergency Solutions Grant (ESG) allocations, and one of those activities that is eligible under ESG is the rental assistance program.
- b. J. Sipe mentioned that IHCDA launched and began accepting applications last week at the indianhousingnow.org website and as of this morning IHCDA has received over 7,200 applications.
- c. J. Sipe mentioned that IHCDA has paid about \$1.8M to landlords directly in assisting about 538 renters.
- d. J. Sipe mentioned that as part of last month's Board approval, the Board approved the Executive Director to provide additional awards as the dollars and applications came in, and as of today, IHCDA has not taken any action on that executive delegation authority. J. Sipe stated that there is no update on the executive delegation authority, and it is approved until December 30, 2020.

3. **CARES Act: Indiana COVID-19 Rental Assistance Fund:**
 - a. J. Sipe mentioned that regarding the COVID-19 rental assistance program IHCDA has paid \$24.7M directly to landlords, has assisted about 12,800 renters with the rental assistance program and continues to work through and process applications.
4. **Hardest Hit Fund:**
 - a. J. Sipe mentioned that from April 1 through October 8, IHCDA has approved 386 applications for homeowners that need their mortgage payment assistance.
 - b. J. Sipe mentioned that IHCDA has provided around \$4.9M since April 1st to homeowners who need mortgage assistance to prevent foreclosure during that time.
5. **Tax Credit:**
 - a. J. Sipe mentioned that the tax credit round is not part of the CARES Act, nor is the Hardest Hit Fund.
 - b. J. Sipe mentioned that IHCDA had to delay the application deadline for the 2021 tax credit application round and pushed it to September 18 when applications were due.
 - c. J. Sipe mentioned that on the 18th, IHCDA received 51 applications. J. Sipe mentioned that the change also changed the timeline that IHCDA was planning to make recommendations to the Board for the tax credit round.
 - d. J. Sipe mentioned that IHCDA plans to make the recommendation on February 25th at the Board Meeting.
6. **November's IHCDA Board Meeting Location:**
 - a. J. Sipe mentioned that the next Board meeting is the third Thursday in November due to the holidays.
 - b. He mentioned that it will be another virtual Board Meeting at 10 a.m. Eastern Time on November 19.

J. June Midkiff commented that it is amazing how many applications IHCDA has taken care of and funded. She mentioned that IHCDA staff is doing a great job.

Chairperson Crouch commented that she knows that it has been exhausting to IHCDA staff and asked whether there is anything that the Board can do to show its appreciation, be supportive, or let the staff know what a great job they have done. J. Sipe mentioned that staff would appreciate any support. He mentioned that occasionally IHCDA gets a positive landlord or renter reaching out and sharing what it means to them and how IHCDA directly impacted some people's lives. J. Sipe mentioned that he knows the team loves to hear those types of feedback. J. Sipe mentioned if there is any time the Board would like to recognize the team that is doing all of this, it would be great. He mentioned that at one point, IHCDA had close to 65% of the entire agency committed to the rental assistance programs.

Chairperson Crouch recommended a motion. A motion was made by G. Michael Schopmeyer to instruct the IHCDA Executive Director to let IHCDA employees know how appreciative the Board is of their efforts in serving Hoosiers through the rental assistance program during this very trying time. The motion was seconded by Andy Place, Sr. The motion passed unanimously.

After some discussion, J. Sipe stated he would draft a recognition statement and present it to the Board, then share it with IHCDA's employees.

IV. Other Business

There being no further business, a motion was made by Andy Place, Sr to adjourn the meeting, which was seconded by J. June Midkiff; the motion passed unanimously, and the meeting was adjourned at 10:50 a.m.

Respectfully submitted,

Erin Sheridan
Erin Sheridan (Nov 30, 2020 15:52 EST)

Lieutenant Governor, Suzanne Crouch, or her designee

ATTEST:



J. Jacob Sipe
Executive Director for IHCDA

Exhibit A



PROJECT FUNDING SUMMARY SHEET



North End Apartments Carmel Hamilton County

PROJECT SUMMARY: North End Apartments is a proposed 40-unit, mixed-income, family oriented, integrated affordable housing development to be located in Carmel. The proposed unit mix contains one-bedroom units. A total of forty (40) units will be set-aside specifically for those with intellectual and developmental disabilities (I/DD).

Key features (including design goals) will include:

- Layering 40 affordable units for I/DD adults and families in a 128 unit market rate development*
- 168 unit apartment project is part of a \$100M master development with surrounding use of single-family residences, townhomes, office, and retail

- Three multifamily buildings with I/DD targeted units spread throughout to achieve integration
- 24,000 square feet of first floor commercial*
- Commercial tenancy to include a mission aligned tenant to the project
- Immediate connectivity to Monon Trail which connects to downtown Carmel
- 5.2 acre urban farm where community can participate in small farming and farm-to-table restaurant
- Community building with collaborative space and pool open to all residents
- On-call transportation with dedicated pick-up/drop-off point at each building
- Covered parking garage under each residential building with elevator access
- Incorporates infrastructure necessary to allow for a variety of technologies to be deployed, and customized, for each resident
- Customizable controls on smart home technology

*(Note: Funding for commercial and market rate portion is separate from IHEDA funding)

PRESENTER: Evan Thie, Rental Housing Tax Credit Specialist

AMOUNT OF FUNDING REQUESTED:	\$950,000 LIHTCs, \$500,000 Development Fund	AMOUNT & SOURCE OF FUNDING RECOMMENDED:	\$950,000 LIHTCs, \$500,000 Development Fund
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Exhibit A



Indiana Housing & Community Development Authority

INDIANA HOUSING & COMMUNITY DEVELOPMENT AUTHORITY
RENTAL HOUSING TAX CREDIT (RHTC) PROGRAM
PROPOSED DEVELOPMENT SUMMARY
2020A-G Round – Moving Forward

PROJECT NAME: North End Apartments

SITE LOCATION: 822 Smokey Row Road at Rohrer Road
Carmel, IN 46032

PROJECT TYPE: New Construction

PROJECT DESIGNATION: Family

APPLICANT: South Rangeline Properties Partners, LLC

PRINCIPALS: Justin Moffett

OF UNITS AT EACH SET ASIDE

80% of AMI:	0
70% of AMI:	0
60% of AMI:	0
50% of AMI:	30
40% of AMI:	0
30% of AMI:	10
20% of AMI:	0
Market Rate:	0

UNIT MIX

Efficiency:	0
One bedroom:	40
Two bedroom:	0
Three bedroom:	0
Four bedroom:	0
Total units:	40

TOTAL PROJECTED COSTS: \$9,972,382

TAX CREDITS PER UNIT: \$23,750

CREDIT REQUESTED: \$950,000

CREDIT RECOMMENDED: \$950,000

DEVELOPMENT FUND REQUESTED: \$500,000

DEVELOPMENT FUND RECOMMENDED: \$500,000

APPLICANT NUMBER: 2020A-G-001

BIN NUMBER: IN-20-03600

DEVELOPMENT FUND LOAN NUMBER: DFL-020-800

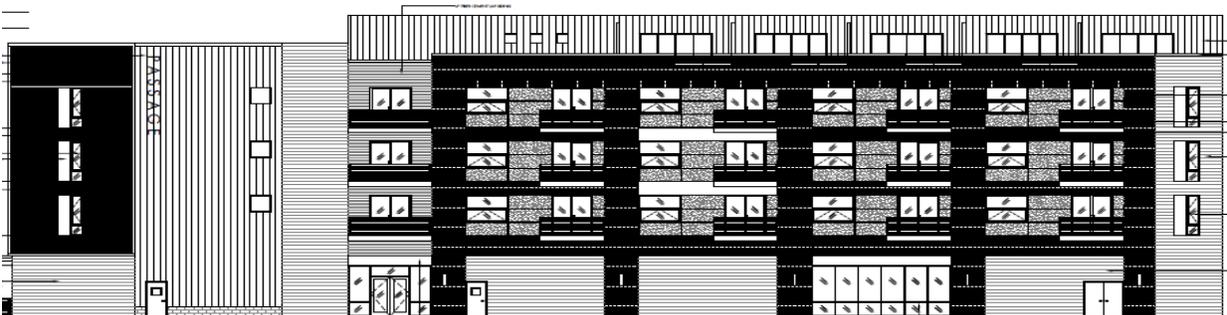
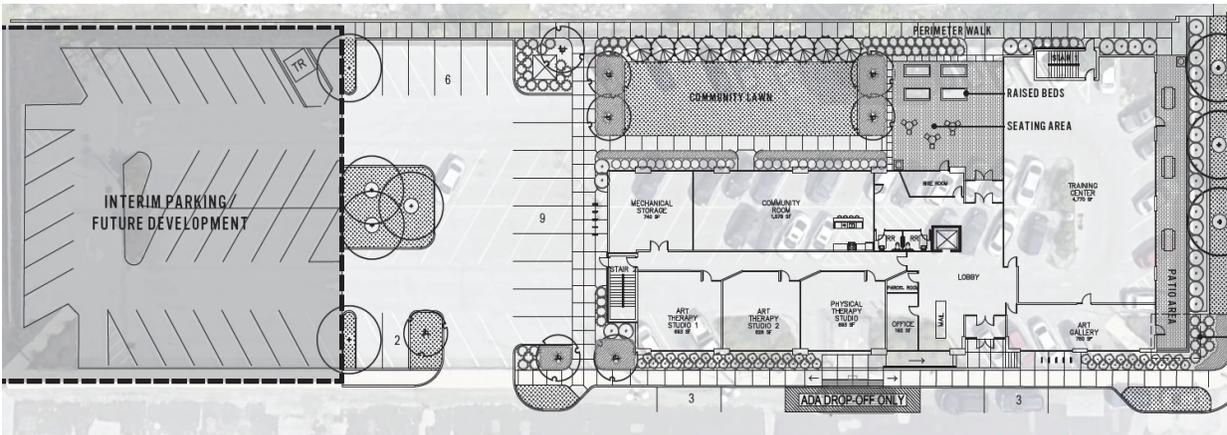
SELF SCORE: 90

IHCDA SCORE: 90

Exhibit A



PROJECT FUNDING SUMMARY SHEET



Passage Indianapolis Marion County

PROJECT SUMMARY: Passage is a proposed 39-unit family oriented, integrated affordable housing development to be located in Indianapolis. The proposed unit mix contains one, two and three-bedroom units. A total of eight (8) units will be set aside specifically for those with intellectual and developmental disabilities (I/DD).

Passage has several overarching goals:

- Partner with Noble of Indiana as a service partner to the project to ensure access and integration for those with I/DD
- Maximize technology to allow for greater independence for those with I/DD
- Create integrated employment training opportunities
- Ensure project has long-term affordability

Key features (including design goals) that will assist in achieving these goals will include:

- Noble of Indiana will be doing the following:
 - Host listening sessions with family members, direct support professionals, and employers
 - Assist with housing referrals and service coordination
 - Assist with technology selection and implementation
- Utilize commercial space to create an integrated career center in partnership with Noble of Indiana and local employers*
- Develop five Airbnb style units on rooftop portion to allow for onsite integrated employment*
- Community room
- Two art therapy studios
- Physical therapy studio
- Office space for property management and service partner staff
- An art gallery that will be open to the public
- Spacious outdoor greenspace with raised beds for community gardening
- Walking loop around perimeter of development
- Implementation of smart lighting, smart thermostats, and smart locks and doorbell
- Assistive technology that will help individuals achieve independence
- Solar panels to cover energy consumed by the community and commercial space
- Create a community land trust (CLT) to preserve affordability and prevent displacement

*(Note: Funding for commercial and Airbnb portion is separate from IHEDA funding)

PRESENTER: Evan Thie, Rental Housing Tax Credit Specialist

AMOUNT OF FUNDING REQUESTED:	\$950,000 LIHTCs, \$500,000 Development Fund	AMOUNT & SOURCE OF FUNDING RECOMMENDED:	\$950,000 LIHTCs, \$500,000 Development Fund
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Exhibit A



INDIANA HOUSING & COMMUNITY DEVELOPMENT AUTHORITY
RENTAL HOUSING TAX CREDIT (RHTC) PROGRAM
PROPOSED DEVELOPMENT SUMMARY
2020A-G Round – Moving Forward

PROJECT NAME: Passage
SITE LOCATION: 50 Shelby Street
Indianapolis, IN 46202
PROJECT TYPE: New Construction
PROJECT DESIGNATION: Family
APPLICANT: Englewood Community Development Corporation
PRINCIPALS: Joe Bowling

OF UNITS AT EACH SET ASIDE

80% of AMI: 15
70% of AMI: 0
60% of AMI: 0
50% of AMI: 14
40% of AMI: 0
30% of AMI: 10
20% of AMI: 0
Market Rate: 0

UNIT MIX

Efficiency: 0
One bedroom: 27
Two bedroom: 9
Three bedroom: 3
Four bedroom: 0
Total units: 39

TOTAL PROJECTED COSTS: \$10,971,709
TAX CREDITS PER UNIT: \$24,359
CREDIT REQUESTED: \$950,000
CREDIT RECOMMENDED: \$950,000
DEVELOPMENT FUND REQUESTED: \$500,000
DEVELOPMENT FUND RECOMMENDED: \$500,000

APPLICANT NUMBER: 2020A-G-002
BIN NUMBER: IN-20-03700
DEVELOPMENT FUND LOAN NUMBER: DFL-020-900
SELF SCORE: 100.00
IHCDA SCORE: 87.50

Exhibit B

HOME AWARD RECOMMENDATION

Habitat for Humanity of Greater Fort Wayne, Inc. – Drover
Street

HM-019-006

HOME Amount Requested:	\$40,000.00
HOME Amount Awarded:	\$40,000.00
Total Project Costs:	\$101,575
Self-Score:	50
IHCDA Final Score:	64
Project Type:	Family, In-Fill
City/Town:	Huntington
County:	Huntington
Activity:	Homebuyer New Construction
Anticipated # of HOME Units:	1
Anticipated # of Total Units:	1

Exhibit C

Exhibit A

CREATING PLACES

2020 Program Year
Board of Directors
Update



CreatINg Places Program Review

CreatINg Places is an innovative “crowdgranting” program that allows not-for-profit or local unit of government applicants to raise funding for place-based improvement projects within their community.

- It was launched in the fall of 2016 in collaboration with Patronicity
- Combines crowdfunding with a matching grant which leverages community buy-in and stretches the impact of IHCDA funds
- Projects that meet their fundraising goal receive a matching grant from IHCDA (between \$5,000 and \$50,000)
- Applicants work with Patronicity’s Indiana Director, Bridget Anderson, to hone their project, develop their fundraising page, and craft their marketing approach
- Once funded, projects have one year to complete their project



Creating Places Stats Through Year Four

In the first four years of Creating Places:

- We've had 109 completed campaigns*
- 103 of which have been successful (94% campaign success rate)
- These projects have crowdfunded \$4,197,983
- They've received \$3,519,950 in matching grants from IHCD and have leveraged an additional \$13,462,881 in additional project funding
- Our projects have Total Private Investment to IHCD grant ratio of \$5.02 for each \$1 granted
- These projects have created 692 jobs
- The Creating Places' Patronicity website has had 543,255 unique visitors

Average Project Data:

- Goal: \$33,641.74
- Raised: \$39,043.05
- Site Visitors: 4,984
- Number of Donors: 213
- Jobs Created: 6

*Data as of 10/6/2020

How has COVID-19 affected Creating Places?

- April 3rd – Program put on pause
 - The two campaigns that were already live were able to complete their fundraising efforts (successfully)
 - Previously approved projects were put on an indefinite pause
- Early May – Discussions on reopening the program
 - IHEDA and Patronicity worked out additional requirements for previously approved and future projects
 - Project developers were required to answer a series of questions related to their abilities to fundraise during a time of economic hardship
 - Commit to adhering to the Governor's Back on Track plan for fundraising gatherings and construction activities
 - Sign a MOU requiring social distancing and preventative measures for the safety of all contractors and visitors

How has COVID-19 affected Creating Places?

- May 25th – Program reopens
 - The Starke County Veterans Memorial Plaza (Knox, IN) launches on Memorial Day and raises \$65,700 towards their \$50,000 goal.
 - They will have their official ribbon cutting on Veterans Day



How has COVID-19 affected CreatINg Places?

Arcadia Splash Pad



Since reopening the program*

- We've launched 16 new campaigns
- Nine campaigns have completed
- Eight have been successful
- They have raised \$453,905
- And received \$344,500 in matching grants from IHCDA
- Projects include:
 - The Arcadia Splash Pad – Our 100th successful CreatINg Places campaign
 - The Monticello Riverwalk Plaza, which raised \$101,344 towards their \$50,000 goal



Monticello Riverwalk Plaza



Indiana Housing & Community Development Authority

*Data as of 10/6/2020

How has COVID-19 affected Creating Places?

Harrison County Adventure Walk – Corydon, IN

- Families could check out a backpack with binoculars and nature guides for use along the Indian Creek trail

Richmond Farmers Market – Richmond, IN

- Will be launching a campaign to winterize the historic Starr-Gannett building to host their winter farmers market



CREATING PLACES

2020 Program Year
Board of Directors
Update



IHCDA October 2020 Board Minutes 00038578.PDF

Final Audit Report

2020-11-30

Created:	2020-11-23
By:	David Stewart HCD (DStewart2@ihcda.IN.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9mtqq2t5SPKM3sHukS14EDHVXi-TVJXk

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